

State Of Texas
County Of Williamson
City of Leander



APPLICATION FOR INFORMATION UNDER TEXAS OPEN RECORDS ACT
TO

CITY SECRETARY ~ Records Management Officer

Phone: 512/528-2743 Fax: 512/259-1605

P.O. Box 319 – Leander, Texas 78646 or 200 West Willis Street – Leander, Texas 78641

Today's Date: _____

Name of Applicant: _____

Mailing Address: _____

City/State/Zip: _____

Phone Number: (Home) _____ (Work) _____ (Other) _____

YOU WANT TO: (Circle One)

RECEIVE COPIES

INSPECT DOCUMENTS

DOCUMENTS REQUESTED:

Provide as much information as possible to accurately describe the information and/or document(s) you are requesting, please use back of form for additional space:

NOTE: Certain exceptions to disclosure exist under the Texas Open Records Act to protect against the disclosure of confidential or privileged information. If it appears that an exception to disclosure exists, an opinion will be sought from the Attorney General's Office within ten (10) days from receipt of request.

APPLICANT'S SIGNATURE

Official City of Leander Use Only

____ Request Approved ____ Mailed to Applicant ____ # of Pages x Fee Schedule
 ____ Applicant Picked Up Information
 ____ Information Faxed or Email to Applicant = Total Cost \$ _____

____ **PENDING AN OPINION FROM THE
TEXAS ATTORNEY GENERAL'S OFFICE**

____ **Date sent to AG Office**